



Events Promoter

...for the Espanola & Pecos/Las Vegas Ranger Districts

What would I do?: The Volunteer Program offers varying opportunities for the public to get involved. This involvement would include workdays, work weekends, backcountry weekend getaways, trail classes, adopt-a- trail trainings, trash bashes, etc. The Events Promoter would promote these opportunities through various forms of media to include volunteer websites, press releases sent to local newspapers, flyers, and other forms of effective media outlets that get the word out to the various user groups that utilize the Santa Fe National Forest.

Who may enjoy this opportunity?: Anyone with a desire to help with a very important component of the Volunteer Program.

What qualifications do I need?: This opportunity would be ideal for individuals who are proficient at writing, have knowledge of Microsoft Publisher and can produce appealing publications, own a home computer, and are able to be proactive in getting the word out about what is offered for the two-district volunteer program.

How often should I be in contact with the District Volunteer Coordinator during my time as a volunteer?: Weekly or bi-weekly contact with the Volunteer Coordinator would be ideal.

How much of a time commitment is this opportunity?: The amount of time required would depend on the time of year and what events are being offered. Typically, spring and fall workdays need an initial announcement and then follow-up reminders. Approximately 1-2 hours a week may be sufficient.

How would I benefit from this opportunity/?: Serving as the Events Promoter position would provide the volunteer with experience in writing press releases, developing appealing flyers and announcements, and opportunities to network with others that enjoy volunteering with their public lands.

Is there an interview/training?: Yes, the District Volunteer Coordinator will conduct a phone or in-person interview. Three references will be required and should include co-workers, supervisors, and members of the community (please no family or friends).

Training may include an overview of Microsoft Publisher (for developing flyers) and an introduction to the Volunteer Program to provide a better understanding of what is offered, who volunteers, and why the program has become so successful.

What time of year is this opportunity offered?: Year-round.

Whom do I contact for the opportunity?: Please contact Jennifer Sublett, District Volunteer Coordinator, at 505-753-7331 or jasublett@fs.fed.us

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